



[OMB Control No. 3090-0246; Docket No. 2022-0001; Sequence No. 1]

Submission for OMB Review; General Services Administration Regulation;  
Packing List Clause

**AGENCY:** Office of Acquisition Policy, General Services  
Administration (GSA).

**ACTION:** Notice and request for comments.

**SUMMARY:** Under the provisions of the Paperwork Reduction  
Act of 1995, GSA invites the public to comment on a request  
to review and approve an extension of a previously approved  
information collection requirement regarding the packing  
list clause.

**DATES:** Submit comments on or before: [INSERT DATE 30 DAYS  
AFTER DATE OF PUBLICATION IN THE *FEDERAL REGISTER*].

**ADDRESSES:** Written comments and recommendations for this  
information collection should be sent within 30 days of  
publication of this notice to  
[www.reginfo.gov/public/do/PRAMain](http://www.reginfo.gov/public/do/PRAMain). Find this particular  
information collection by selecting "Currently under Review  
- Open for Public Comments" or by using the search  
function.

**FOR FURTHER INFORMATION CONTACT:** Mr. Clarence Harrison Jr,  
Procurement Analyst, at telephone 202-227-7051, or via  
email at [gsarpolicy@gsa.gov](mailto:gsarpolicy@gsa.gov).

**SUPPLEMENTARY INFORMATION:**

**A. Purpose**

GSAR clause 552.211-77, Packing List, requires a

contractor to include a packing list or other suitable document that verifies placement of an order and identifies the items shipped. In addition to information contractors would normally include on packing lists, the identification of cardholder name, telephone number and the term "Credit Card" is required.

#### **B. Annual Reporting Burdens**

Respondents: 14,923.

Responses Per Respondent: 19.

Total Annual Responses: 283,233.

Hours Per Response: .05.

Total Burden Hours: 14,161.

#### **C. Public Comments**

A 60-day notice published in the *Federal Register* at 87 FR 4031 on January 26, 2022. No comments were received.

**OBTAINING COPIES OF PROPOSALS:** Requesters may obtain a copy of the information collection documents from the GSA Regulatory Secretariat Division, by calling 202-501-4755 or emailing [GSARegSec@gsa.gov](mailto:GSARegSec@gsa.gov).

**Jeffrey A. Koses,**  
*Senior Procurement Executive,  
Office of Acquisition Policy,  
Office of Government-wide Policy.*

**Billing Code: 6820-61**

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